

Officer's Roles – as per Bylaws

President

The President shall be the chief elected officer of the Corporation. He shall preside at all meetings of the Corporation and the Board. He shall have the general and active management of the affairs of the Corporation. He shall see that all orders and resolutions of the Board are carried into effect. He, along with the Vice President or the Executive Director or other officer appointed by the Board for the purpose, shall sign all Bylaws and other documents requiring the signatures of the officers of the Corporation. In addition, the President shall perform such other duties as may be assigned to him from time to time by the Board.

Vice President

The Vice President shall, in the absence, disability or death of the President, or in the event that the President has been removed from office or the office of the President is otherwise vacated, perform the duties and exercise the powers of the President and shall perform such other duties as may be assigned to him from time to time by the Board until the next AGM.

Immediate Past President

The President, upon the election of the succeeding President, shall become the Immediate Past President. In the event that the Immediate Past President is ineligible or unable to serve, the most recent Immediate Past President still eligible or able to serve shall assume the office. In addition, the Immediate Past President shall in the absence, disability or death of the Vice President, or in the event that the Vice President has been removed from office or the office of the Vice President is otherwise vacated, perform the duties and exercise the powers of the Vice President and shall perform such other duties as may be assigned to him from time to time by the Board only until the time of the next AGM.

Secretary/Treasurer

The Secretary/Treasurer or his designate shall ensure that records are maintained of all association, Board and Council meetings and activities, including contractual agreements. He shall also ensure the integrity of the fiscal affairs of the association and shall chair the Finance Committee. He shall be an ex-officio voting member of any Finance Committee sub-committee or financial task force.